

Baytowne Wharf Neighborhood Association

Board Meeting Minutes 5-27-2020

Board Members Present-Kitty Whitney, David Ralph, Jennifer Fitzgerald, and Mike Waldman.

Others present-Alan Meyers (BWNA)

- The meeting was called to order at 8:30 a.m. David Ralph, Kitty Whitney, and Jennifer Fitzgerald and Mike Waldman were present. Quorum established.
- Kitty made a motion to accept the meeting minutes for 3-13-2020, adding Sara Becnel to the list of members present for that meeting. Jennifer seconded the motion with all members in favor.
- Kitty made a motion to accept the meeting minutes for 3-16-2020. Jennifer seconded the motion with all members in favor.

Subject: January 2020 Financials

- Alan presented the financials for January 2020. A copy is available in the Association office. Kitty made a motion to accept the January 2020 financials. Jennifer seconded the motion with all members in favor.

Subject: February 2020 Financials

- Alan presented the financials for February 2020. A copy is available in the Association office. Jennifer made a motion to accept the February 2020 financials. Kitty seconded the motion with all members in favor.

Subject: March 2020 Financials

- Alan presented the financials for March 2020. A copy is available in the Association office. Kitty made a motion to accept the March 2020 financials. Jennifer seconded the motion with all members in favor.

Subject: Valet Proposals

- Alan discussed the way the valet operation had operated in the past with regards to where they would park cars, estimated vehicles parked, and wait times. Based on the available space, he presented the Board a plan on how valet could work in the future by carving out a small area in the garage. Alan presented two different proposals, one from 12 Oaks (whose manager has staffed the location before), and one from Premium Parking. The Board left it in Alan's hands on whether he wanted to try and run the operation this year, and which vendor he wanted to utilize.

Subject: Dock Project Update

- Alan presented illustrations of the decking that was replaced throughout the Village by himself, Troy, and employees from Baytowne Adventure Zone.

Subject: Warehouse Tenant Request

- Alan informed the Board that our current tenant at the warehouse, who operates a cross fit facility, has been hard hit by covid-19 restriction, as they relate to gyms. The tenant still had a year and a few months on the lease and asked if he could terminate the lease by surrendering his deposit as well paying for the month he is currently in arrears. The Board was good with that suggestion.

Subject: Request to Move Funds to BBVA

- Alan informed the Board that BBVA was instrumental in getting our PPE loan approved and wanted to move funds from Community Bank, who was not helpful in submitting the association's PPP loan. Kitty made a motion to transfer \$240k into BBVA from Community Bank. Jennifer seconded the motion with all members being in favor.

Subject: Staffing Discussion

- Alan informed the Board that, during the stay at home orders, he had cut security, housekeeping, and some internal hours to a bare minimum. With occupancy and business picking up, he has been gradually increasing staffing levels and would like

to bring back our Event Coordinator to help manage and prepare for current and future events. The Board was good with ramping staffing up as needed.

Subject: Covid-19 Discussion and Events

- Alan informed the Board that we were moving forward with our weekly summer events. Alan did say that the Fire Marshal was still looking for clarification of what an event was before issuing any fireworks permits.
- Dave made a motion to adjourn the meeting at 9:31am. Jennifer seconded the motion with all members in favor.